



Fees and Charges 2025/26



General Notes

1. Fees and Charges are normally reviewed by the Council on an annual basis to apply for the whole of the Financial Year (1 April to 31 March), but it sometimes proves necessary to amend charges at other times during the year.
2. The charges shown in this book are those which apply from 1 April 2025.
3. VAT where charged will be at the prevailing rate, which is currently 20%.

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BEACH HUTS

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Ground Rents				
Residents	Inclusive of VAT	646.65	679.00	5.0
Non-Residents	Inclusive of VAT	1,293.30	1,358.00	5.0



BUILDING CONTROL PARTNERSHIP

Building Control Partnership fees are available on application to the Head of Building Control. Fees will not be published due to commercial sensitivity.



CEMETERIES AND BURIAL GROUNDS

The charges below are either currently exempt, or not subject to VAT.

Resident Fees

Resident fees are charged when the person to be interred lived in the Borough of Fareham prior to their death.

Persons residing in Care and Nursing homes outside the Borough are also classed as residents if they lived in the Borough of Fareham prior to moving to Care and Nursing Homes.

Non-Resident Fees

Non-resident fees are charged when the person to be interred did not live in the Borough prior to their death. Fees in relation to the purchase of the 30-year lease will also apply.

Non-residents fees are charged when a person wishes to reserve a grave and lives outside the Borough at the time of their application to purchase the 30-year lease.

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
ASHES (CREMATED REMAINS) AREA				
Interment for each deceased person				
a) Burial of ashes into a cremation plot	Note 1	268.00	274.00	2.2
Memorials				
b) Purchase of 30-year lease (area selected by Council)	Note 1	289.00	296.00	2.4
c) Purchase of 30-year lease (area chosen by customer where possible)	Note 1	431.00	441.00	2.3
d) Application to place a flat memorial tablet	Note 2	68.00	70.00	2.9
e) Application to add a further inscription onto an existing tablet	Note 2	47.00	48.00	2.1

BURIAL AREA				
Interment for each deceased person				
f) Burial of a person into a new grave	Note 1	1,103.00	1,128.00	2.3
g) Re-open an existing grave for second burial	Note 1	840.00	859.00	2.3
h) Application to scatter ashes	Note 1	89.00	91.00	2.2
i) Burial of ashes into grave at cremation depth	Note 1	268.00	274.00	2.2
j) Burial of ashes into grave at burial depth	Note 1	494.00	505.00	2.2
k) Burial of a young person (who has not reached 18 years at time of death)	Note 3	No Charge	No Charge	NIL
Exclusive right of burial (30-year lease)				
l) Purchase of 30-year lease (area selected by Council)	Note 1	851.00	871.00	2.4
m) Purchase of 30-year lease (area chosen by customer where possible)	Note 1	1,181.00	1,208.00	2.3
n) Purchase of 30-year lease (person who has not reached 18 years at time of death)	Note 2	389.00	398.00	2.3
Memorials				
o) Application to place a headstone for ten years	Note 2	231.00	236.00	2.2
p) Renewal of the application to place a headstone	Note 2	33.00	34.00	3.0
q) Application for additional inscription on headstone and re-erection	Note 2	168.00	172.00	2.4
r) Application to place a fixed memorial vase or plaque or similar item on a memorial base	Note 2	68.00	70.00	2.9
s) Application to add a further inscription onto an existing fixed memorial vase	Note 2	47.00	48.00	2.1

MISCELLANEOUS				
t) Hire of Chapel at Wickham Road Cemetery	Note 2	158.00	162.00	2.5
u) Transferring of the ownership of the lease known as the Exclusive Right of Burial	Note 2	84.00	86.00	2.4
v) Administration fee for making arrangements directly with Council (ashes only)	Note 2	89.00	91.00	2.2
w) To undertake the arrangements for funerals under the Public Health Act	Note 2	609.00	623.00	2.3
x) Burial out of hours	Note 2	At Cost	At Cost	
y) Exhumation	Note 2	At Cost	At Cost	
z) Purchase of commemorative bench and plaque	Note 2	1,985.00	2,031.00	2.3
aa) Adoption of existing commemorative bench	Note 2	525.00	537.00	2.3
<p>Notes</p> <ol style="list-style-type: none"> 1. The charge shown is for residents. Non-residents will be charged double the residents rate. 2. The charge shown is for both residents and non-residents. 3. Charges for person under 18 years old will be free to customers at the point of need. The charges, which are the same as for other burials other than there is no difference for residents and non-residents, are reimbursed by the Children's Funeral Fund. 				



CLEAN AND TIDY BOROUGH

The charges shown are currently not subject to VAT.

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Litter and Fouling				
Fly Tipping – Fixed Penalty Notice	Statutory Charge	150.00	up to £1000	N/A
Dropped litter – Fixed Penalty Notice	Statutory Charge	150.00	up to £500	N/A
Public Space Protection Order – Fixed Penalty Notice	Statutory Charge	100.00	100.00	NIL
Highways – Damage to Street Furniture				
Offender charged at cost plus a 10% administration charge				

Abandoned Vehicles Refuse Disposal (Amenity) Act 1978

The charges shown are currently not subject to VAT

Storage (per 24 hours or part for maximum of 10 days)	Statutory Charge	21.00	21.00	NIL
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ELECTIONS

The charges shown are currently not subject to VAT.

Returning Officer's fees and disbursements: as determined by Hampshire Election Fees Working Party; available on request to Assistant Director (Democracy).

Registration of Electors (Statutory)

Item	Data	Printed
Sale of Edited Register	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)
Sale of Full Register*	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)
Sale of monthly update notices*	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)
Sale of list of Overseas Electors	£20 plus £1.50 per hundred entries (or part)	£10 plus £5.00 per hundred entries (or part)
Sale of Marked Register*	Where available £10 plus £1.00 per thousand entries (or part)	£10 plus £2.00 per thousand entries (or part)
*Notes <ol style="list-style-type: none">1. Supply of the Full Register, monthly update notices and the marked register is restricted by the Representation of the People Regulations.2. Packing and carriage costs will also apply where relevant.3. A request for the same part of the register in both printed and data form will be treated as two separate requests.		



HOUSING

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Sales of Council Houses				
Maximum legal and administration fees in connection with granting a service charge loan	Statutory Charge	100.00	100.00	NIL
Recharge of Officer time in agreeing any consent to freeholders	Fee per occurrence	116.00	120.00	3.4
Repairs to Council Houses				
Abortive visit by Officer, Surveyor or Tradesman	Charge per visit	58.00	60.00	3.4
Rechargeable works	These will be assessed individually at the time the work is carried out.			
Sheltered Accommodation for the Elderly – Guest Room Charges				
Single occupancy per night	Inclusive of VAT	16.00	17.50	9.4
Per couple per night	Inclusive of VAT	21.00	23.00	9.5
Collingwood Court per room	Inclusive of VAT	32.00	35.00	9.4
Sylvan Court per room	Inclusive of VAT	32.00	35.00	9.4
Sheltered Accommodation for the Elderly – Other Charges				
Keys – Key	Inclusive of VAT	6.30	6.45	2.4
Keys – Fob		10.10	10.35	2.5
Homelessness				
Bed & Breakfast charges	100% cost recovery from the homeless of Hotel/Bed & Breakfast charges ineligible for Housing Benefit made straight to the Council.			
Storage of furniture	Homeless households qualifying for financial assistance towards the cost of removal and storage of their possessions must agree to pay a contribution towards these costs based on all their sources of income.			
Other				
Second mortgage enquiry forms	Inclusive of VAT	96.00	99.00	3.1
Care Line Service - Telephone link for assistance (private sector)	Tariff available on application to Sheltered Housing Manager			



LAND CHARGES

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Local Land Charges 1 Search Fees (not subject to VAT)				
Official Certificate of Search in the whole or any part of the register				
First parcel of land – paper search	Fee per occurrence	45.00	46.00	2.2
First parcel of land – electronic search				
Each additional parcel	Fee per occurrence	14.00	14.00	NIL
CON29R Official Enquiries – Part I				
First parcel of land	Fee per occurrence Inclusive of VAT	213.00	218.00	2.3
Each additional parcel	Fee per occurrence Inclusive of VAT	49.00	50.00	2.0
CON290 Official Enquiries – Part II				
First parcel of land	Fee per occurrence Inclusive of VAT	36.00	37.00	2.8
Each additional parcel	Fee per occurrence CON290 element inclusive of VAT £49.00 LLC1 element not subject to VAT £14.00	63.00	64.00	1.6
Common Registration Searches	Fee per occurrence Inclusive of VAT	36.00	37.00	2.8
Optional Enquires (Extra questions 4, 21 and 22, price per question)	Fee per occurrence Inclusive of VAT	36.00	37.00	2.8
Other Local Land Charges Fees (not subject to VAT)				
Registration of a light obstruction notice	Fee per occurrence	96.00	98.00	2.1
Filing Lands Tribunal certificate	Fee per occurrence	3.50	3.60	2.9
Filing light obstruction judgement etc.	Fee per occurrence	9.60	9.80	2.1
Inspection of rule 10 documents	Fee per occurrence	3.50	3.60	2.9
Office copy register entry	Fee per occurrence	2.15	2.20	2.3
Office copy plan or document	Discretionary			



LICENSING FEES

The charges shown are currently not subject to VAT, except where indicated.

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Lotteries				
Registration	Statutory Charge	40.00	40.00	NIL
Renewal	Statutory Charge	20.00	20.00	NIL

Gambling Act 2005

Charges available on application to Head of Environmental Health.

Licensing Act 2003

The service is provided to ensure public safety through the licensing of regulated activities and to ensure that they are undertaken in accordance with the relevant licence conditions.

In addition the Council are the Licensing Authority under the Licensing Act 2003. The Act replaced existing licensing regimes concerning the sale of alcohol, public entertainment, theatres, cinemas and late-night refreshment with a unified system of regulation. From February 2005 the Council has dealt with applications for premises and personal licences which took effect in November 2005. From this date the Council took over all the licensing functions some of which such as liquor licensing were previously undertaken by the Magistrates Court.

The Act requires that the Council carries out its various licensing functions so as to promote the following four licensing objectives:-

- The prevention of crime and disorder
- Public Safety
- The prevention of public nuisance
- The protection of children from harm

Premises Licences /Club Applications

The Fees for premises and personal licences are set by the Government (published in April 2012) and are detailed below:

The Fees are based on rateable values of properties:

Rateable Value	Band	Initial License Fee £	Annual Fee £
£0 - £4,300	A	100.00	70.00
£4,301 - £33,000	B	190.00	180.00
£33,001 - £87,000	C	315.00	295.00
£87,001 - £125,000	D	450.00	320.00
£125,001 and over	E	635.00	350.00

A multiplier applied to premises in Bands D and E where they are exclusively or primarily in the business of selling alcohol (mainly large town and city centre pubs) as follows:

Rateable Value	Band	City/Town Centre Pub Application Fee £	City/Town Centre Pub Annual Charge £
£87,001 - £125,000	D	900.00	640.00
£125,001 and over	E	1,905.00	1,050.00

If in addition to the conversion application the conditions in respect of alcohol are to be varied then an additional fee to those set out above becomes payable as follows:

Rateable Value	Band	Variation Fee £
£0 - £4,300	A	20.00
£4,301 - £33,000	B	60.00
£33,001 - £87,000	C	80.00
£87,001 - £125,000	D	100.00
£125,001 and over	E	120.00

Exceptionally Large Events

A fee structure also exists for exceptionally large events starting at a capacity of 5,000 people. Please contact the Licensing Authority for details of these.

Personal Licences, Temporary Events and Other Fees

	Fee 2025/26 £
Statutory – Additional Fees are as follows :	
Occasion on which Fee payable	
Personal Licence	37.00
Minor Variations	89.00
Temporary Event Notice	21.00
Application for copy of Licence or summary on theft, loss etc. of Premises Licence or summary	10.50
Notification of change of name or address	10.50
Applications to vary – to specify Individuals as premises supervisor	23.00
Application to transfer Premises Licence	23.00
The removal of conditions for community premises	23.00
Interim Authority Notice	23.00
Application for making a Provisional Statement	195.00
Application for copy of certificate or summary on theft, loss etc. of certificate or summary	10.50
Notification of change of name or alteration of club rules	10.50
Change of relevant registered address of club	10.50
Application for copy of licence on theft, loss etc. of temporary event notices	10.50
Application for copy of licence on theft, loss etc. of personal licence	10.50
Right of freeholder etc. to be notified of licensing matters	21.00

Exemptions

Applications for premises licences or club certificates which relate to the provision of regulated entertainment only and the application is from the following then NO FEES are payable, but applications must still be made:

An educational institution which is a school or college and the entertainment is carried on by the educational institution for and on behalf of the purposes of the educational institution.

OR

That the application is in respect of premises that are or form part of a church hall, chapel hall, or similar building or village hall, parish hall or community hall or other similar building.

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Discretionary – Other Licences and Fees				
Skin Piercers	Premises	112.00	115.00	2.7
Skin Piercers	Persons	94.00	96.00	2.1
Street Trading Consent	12 months	2,230.00	2,281.00	2.3
Street Trading Consent	6 months	1,232.00	1,260.00	2.3
Street Trading Consent	3 months	658.00	673.00	2.3
Street Trading - Tables & Chairs	New	352.00	360.00	2.3
Street Trading - Tables & Chairs	Renewal	218.00	223.00	2.3
Pavement Licence		31.00	31.00	0.0
Dangerous Wild Animal Licences	Plus any Veterinarian costs	176.00	180.00	2.3
Dog Breeders Licence	Plus any Veterinarian costs	223.00	229.00	2.7
Zoo: Initial Application (valid for 4 years)	Plus any Veterinarian costs	2,350.00	2,404.00	2.3
Zoo: Renewal (valid for 6 years)	Plus any Veterinarian costs	2,350.00	2,404.00	2.3
Sex Shops/Establishments	Initial Fee	2,350.00	2,404.00	2.3
Sex Shop/Establishment	Renewal Fee	2,350.00	2,404.00	2.3
Scrap Metal Dealer	New Application	305.00	312.00	2.3
Scrap Metal Dealer	Application Renewal	170.00	174.00	2.4
Mobile Collector	New Application	170.00	174.00	2.4
Mobile Collector	Application Renewal	124.00	127.00	2.4
Variation of Licence		162.00	166.00	2.5
Replacement Licence		27.00	28.00	3.7
Advice to commercial premises	Charge per hour or part thereof	55.00	56.00	1.8
Note: Legislation states the below fees need to be split out to show application costs and grant of license separately				
Riding Establishment Licences	New Application/Renewal/Variation Plus any Veterinarian costs	41.00	42.00	2.4
Riding Establishment Licences	Grant of License/Variation	10.00	10.00	0.0
Animal Boarding Establishment Licences	New Application/Renewal/Variation Plus any Veterinarian costs	140.00	143.00	2.1
Animal Boarding Establishment Licences	Grant of License/Variation	60.00	61.00	1.7
Home (Domestic) Animal Boarding Establishment Licences	New Application/Renewal/Variation Plus any Veterinarian costs	99.00	101.00	2.0
Home (Domestic) Animal Boarding Establishment Licences	Grant of License/Variation	53.00	54.00	1.9
Home Boarding Fee Franchise (including Day Care for Dogs)	New Application/Renewal/Variation Plus any Veterinarian costs	128.00	131.00	2.3
Home Boarding Fee Franchise (including Day Care for Dogs)	Grant of License/Variation	60.00	61.00	1.7
	Additional Dog Boarding Franchise property applied for	62.00	63.00	1.6
Pet Shop Licences	New Application/Renewal/Variation Plus any Veterinarian costs	115.00	118.00	2.6
Pet Shop Licences	Grant of License/Variation	37.00	38.00	2.7

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Discretionary – Hackney Carriage and Private Hire Licences				
Vehicle Licence				
Hackney Carriage		215.00	235.00	9.3
Private Hire		215.00	235.00	9.3
Transfer of Licence	(Note 1)	215.00	225.00	4.7
Temporary Transfer	(Note 2,3)	215.00	225.00	4.7
Private Hire Operators Licence	1 year	215.00	225.00	4.7
Private Hire Operators Licence	3 years	520.00	550.00	5.8
Private Hire Operators Licence	5 years	945.00	995.00	5.3
Hackney Carriage Drivers Licence	1 Year	70.00	77.00	10.0
Hackney Carriage Drivers Licence	3 Years	175.00	190.00	8.6
Private Hire Drivers Licence	1 Year	70.00	77.00	10.0
Private Hire Drivers Licence	3 Years	175.00	190.00	8.6
Dual Drivers Licence	1 Year	95.00	110.00	15.8
Dual Drivers Licence	3 Years	230.00	245.00	6.5
Dual Upgrade		50.00	55.00	10.0
DVLA Drivers' Licence check	Free on-line			
Failure to attend appointment		40.00	40.00	NIL
Replacement Licence		12.00	12.00	NIL
Transfer of Ownership	(Note 1)	30.00	30.00	NIL
Knowledge Test	Per Test. Up to 2 re-tests free of charge	70.00	100.00	42.9
Driver's Badge				
Issue and Replacement	Inclusive of VAT	18.00	18.00	NIL
Vehicles				
Replacement plates	Inclusive of VAT	25.00	25.00	NIL
Replacement brackets		17.00	17.00	NIL
Interior windscreen plate		26.00	26.00	NIL

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Other				
Disclosure and Barring Service Fee		Actual Cost to the council	60.00	N/A
Drug Testing		Actual Cost to the council	45.00	N/A
Medical Consultation		Actual Cost to the council	30.00	N/A
Notes				
<ol style="list-style-type: none"> 1. This charge has been set at a level to cover the cost of administering transfers. Transfers will only be permitted in March and April in exceptional circumstances. 2. This charge covers the cost of temporary transfers due to the use of loan cars for insurance purposes. 3. This charge has been set at a level to cover the cost of administering transfers. 				



MARKETS AND TOWN CENTRE

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Fareham Market Inclusive of VAT				
Signed on pitch fee	Per foot, minimum of 15ft, maximum of 50ft	2.45	2.50	2.0
Casual pitch fee	Per foot, minimum of 15ft, maximum of 50ft	3.05	3.10	1.6
Additional Markets	Per foot, minimum of 15ft, maximum of 50ft	1.30	1.35	3.8
Specialist Market Event Space	Pedestrianised area of West Street hire fee. T&Cs apply	240.00	240.00	NIL
Portchester Market Not currently subject to VAT				
Signed on pitch fee	Per foot, minimum of 15ft, maximum of 50ft	1.30	1.35	3.8
Casual pitch fee	Per foot, minimum of 15ft, maximum of 50ft	1.90	1.95	2.6
Specialist Market Event Space	Pedestrianised area of West Street hire fee. T&Cs apply	90.00	90.00	NIL
Fareham Town Centre Charges Inclusive of VAT				
Flower Basket	Per Basket, supply, install and maintenance	41.50	42.50	2.4
Pitch Hire Standard Pitch	up to 10ft or 3.05 m	40.50	41.50	2.5
Pitch Hire Larger Pitch & Podium	up to 20ft or 6.1m	81.00	83.00	2.5
Pitch Hire	Direct booking non-profit organisation	0.00	0.00	NIL
Commercial Exhibitions Saturdays	Up to 40ft or 12.19m	243.00	249.00	2.5
Commercial Exhibitions All other dates	Up to 40ft or 12.19m	173.50	177.50	2.3



PARKING CHARGES

Town Centre Multi-Storey Car Park(inclusive of VAT)	Current Fee
Fareham Shopping Centre	
Monday – Saturday Standard hourly rates apply between 8am and 6pm	£1.00 per hour to a maximum of 10 hours
Sunday & Bank Holiday Standard hourly rates apply between 10.30am and 4pm	£1.00 per hour to a maximum of 6 hours

Inner Shopping Centre Car Parks(inclusive of VAT)	Current Fee
Fareham Live; Civic Way North & South; Palmerston Avenue; Civic Offices (Sat/Sun Only)	
Monday – Saturday Standard hourly rates apply between 8am and 6pm	£1.00 per hour to a maximum of 10 hours
Sunday & Bank Holiday Standard hourly rates apply between 10.30am and 4pm	£1.00 per hour to a maximum of 6 hours

Market Quay(inclusive of VAT)	Current Fee
Monday – Saturday Standard hourly rates apply between 8am and 6pm	£1.50 per hour to a maximum of 10 hours
Sunday & Bank Holiday Standard hourly rates apply between 10.30am and 4pm	£1.50 per hour to a maximum of 6 hours

Outer Shopping Centre Car Parks(inclusive of VAT)	Current Fee
Bath Lane; Holy Trinity Church; Lysses; Malthouse Lane; Osborn Road West; Trinity Street; Youth Centre	
Monday – Saturday Standard hourly rates apply between 8am and 6pm	£0.70 per hour with a maximum charge of £3.50 per day
Sunday & Bank Holiday	No Charge

Flexible Season Tickets for use in any outer shopping centre car park(inclusive of VAT)	1 Day £	2 Days £	3 Days £	4 Days £	Weekly £
Full Day					
One Month	13.00	30.00	50.00	60.00	70.00
Quarterly	35.00	80.00	110.00	150.00	170.00
Half Yearly	65.00	140.00	200.00	270.00	300.00
Annual	110.00	230.00	340.00	470.00	520.00

Half Day (up to 5 hours)					
One Month	10.00	20.00	30.00	40.00	45.00
Quarterly	20.00	50.00	70.00	90.00	100.00
Half Yearly	40.00	80.00	120.00	160.00	180.00
Annual	70.00	140.00	200.00	280.00	310.00

Refunds of season tickets will incur a £10 administration fee but permits issued for a change of vehicle registration will be free of charge, upon return of existing permit.

Coastal Parking	Current Fee
Hove To; Meon Shore; Monks Hill; Passage Lane; Portchester Castle; Salterns; Shore road; Swanwick Shore Lane; Wicor Rec	
Monday – Sunday Standard hourly rates apply between 10am and 6pm	£1.10 per hour with no maximum
Season ticket option	£145.00 with a concession rate of £95.00 for residents of Fareham
Lost or damaged coastal parking season permits will incur a £10 administration fee but permits issued for a change of vehicle registration will be free of charge, upon return of existing permit.	

Electric Vehicle Charging Tariff (inclusive of VAT)	Proposed Fee
Electric Vehicle Charge Points at Fareham Live car park	
Monday – Sunday Pence per kilowatt hour rate applies at all times, Monday to Sunday, 24 hours	45 pence per kilowatt hour (p/kWh)
Notes <ol style="list-style-type: none"> 1. Electric Vehicle Charging Tariff applies in addition to any prevailing parking charges set for that car park. 2. Due to price volatility, the Electric Vehicle Charging Tariff is subject to change, if and when necessary. (Delegated authority has been given to the Director of Planning and Regeneration in consultation with the Section 151 Officer, to adjust the charging tariff in line with the agreed pricing strategy, if and when necessary). 	

Penalty Charge Notices (not subject to VAT)	Current Fee
Higher Level Charge – (Note 1 and 3)	£70.00
Lower Level Charge – (Note 2 and 3)	£50.00
Notes <ol style="list-style-type: none"> 1. Higher level charge relates to those contraventions which prohibit e.g. parking on double yellow lines or single lines during a prohibited period, or parked in a marked disabled bay without displaying a blue badge. 2. Lower level charges relate to those contraventions which occur, for example, short overstay of the prescribed period on street or parking in an off-street location without displaying a valid pay and display ticket/permit. 3. The charges are reduced by 50% provided payment is made within 14 days of issue. A surcharge of 50% will be added if paid more than 28 days from issue of Notice to Owner. 	



PLANNING FEES

The majority of Planning Fees are set by central government and are updated from time to time. The current fees were set in December 2023 and are subject to an automatic annual inflation increase, as measured by the Consumer Prices Index from the preceding September. These fees can be found on planningportal.co.uk or the fee will be calculated when you fill in your application online.

Alternatively the current fees are available on application to the Head of Planning.

The following fees are discretionary

Planning Advice - Residential	Fee payable 2024/25 £	Fee payable 2025/26 £	% Increase
Extensions or other alterations to an existing dwelling including ancillary development within its curtilage	Free	Free	NIL
1 – 9 dwellings*	£300 for first dwelling + £58 for every additional dwelling thereafter	£320 for first dwelling + £60 for every additional dwelling thereafter	6.7 3.4
10 – 49 dwellings*	£910 for first ten dwellings + £13 for every additional dwelling thereafter	£970 for first ten dwellings + £14 for every additional dwelling thereafter	6.6 7.7
50+ dwellings*	£POA	£POA	NIL
New dwellings but where numbers not known	£POA	£POA	NIL
Elderly persons accommodation, retirement living developments, sheltered apartments, residential care homes falling within Use Class C2,			
- 1-9 bedspaces	£300	£320	6.7
- 10 – 50 bedspaces	£605	£640	5.8
- More than 50 bedspaces	£910	£970	6.6
Other residential uses	£POA	£POA	NIL

<i>(including hotels, residential institutions, houses in multiple occupation, etc)</i>			
* = including change of use of existing floorspace			

Planning Advice – Non-residential	Fee payable 2024/25 £	Fee payable 2025/26 £	% Increase
Provision of floorspace (gross internal area), change of use of existing floorspace (gross internal area) or change of use of land (gross area):			
- Up to 100 m2	£245	£260	6.1
- 101 – 499 m2	£300	£320	6.7
- 500 – 999 m2	£605	£640	5.8
- More than 1,000 m2 where it relates to proposed uses with Classes B1, B2, B8, or a mix of these uses	£850	£900	5.9
- More than 1,000 m2 where it relates to any uses outside of Classes B1, B2 or B8	£POA	£POA	NIL

Planning Advice – Other	Fee payable 2024/25 £	Fee payable 2025/26 £	% Increase
Small scale development not falling into any of the above categories <i>(for example: engineering works, new shop fronts, moorings, means of enclosure, renewable energy plant on existing business premises)</i>	£245	£260	6.1
Installation or replacement of telecommunications mast	£245 per site	£260 per site	6.1
Minor amendments to an extant planning permission	£125	£130	4.0
Advertisements / signage:			

- For the purposes of a community use which is non-profit making (not including education providers)	Free	Free	NIL
- On business premises less than 100 m2 gross internal floor area	Free	Free	NIL
- All other adverts	£180	£190	5.6
Any development or works being carried out by a community use which is non-profit making (not including education providers)	Free	Free	NIL
Follow up advice	50% of the original pre-application planning advice fee/ £POA	50% of the original pre-application planning advice fee/ £POA	
Notes:			
1. £POA (Price on Application) indicates that a fee will be calculated on a case-by-case basis, based on a schedule of rates published by the Council and updated annually.			
2. Where advice is sought in relation to mixed use proposals, the fee for each element of the scheme should be calculated using the table above and then added together.			
3. Where advice is required from external consultants or consultees to whom a payment must be made, the applicant will be expected to meet these costs and they will be in addition to the pre-application advice fee set out above.			

Pre-Application Advice	Fee payable 2024/25 £	Fee payable 2025/26 £	% Increase
Pre-application planning advice charges for listed buildings and heritage advice	£180 per initial enquiry plus VAT	£190 per initial enquiry plus VAT	5.6



PUBLIC PROTECTION

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Dog Control				
Collection of Strays (An additional £25 will be added to this fee where the same dog is found straying, leading to seizure, more than once in any 3-month period)	Statutory Charge Not subject to VAT	25.00	25.00	NIL
Dog Kennelling fees	Per dog up to 7 days Not subject to VAT	135.00	138.00	2.2
Private home check visit	Inclusive of VAT	40.00	41.00	2.5
Housing Act Enforcement charges are not currently subject to VAT				
Private Sector Housing - Housing Act 2004 Enforcement Notices		Actual cost to the Council up to and including service of Notice	275.00	N/A
Inspection and/or sampling of private water supplies/distribution networks	Charge to be actual cost to the Council			
Out of Hours Service	Charge to be actual cost to the Council			
Immigration Service Assessment of Premises Condition	Inclusive of VAT	135.00	138.00	2.2
Licensing of Houses in Multiple Occupancy (Not subject to VAT)				
5 people	Fee on Application	986.00	700.00	6.5
	Fee on Grant		350.00	
6 – 10 people	Fee on Application	1,232.00	880.00	7.1
	Fee on Grant		440.00	
11 – 15 people	Fee on Application	1,480.00	1,060.00	7.4
	Fee on Grant		530.00	
16 – 20 people	Fee on Application	1,725.00	1,229.00	6.6
	Fee on Grant		610.00	
More than 20 people	Fee on Application	1,972.00	1,400.00	6.5
	Fee on Grant		700.00	

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Food Safety				
Export Health Certificates		105.00	107.00	1.9
Issue of Certificate for Unsound Food	Certificate required in support of insurance claims even though the food, due to its condition, would not be marketable or usable.	258.00	264.00	2.3
Food Inspection Revisit request		New	180.00	N/A
Transportation of Unsound Food (Charges are inclusive of VAT)				
First hour (min 1 hour)	Plus disposal of unsound food.	182.00	186.00	2.2
Subsequent whole hours	Plus disposal of unsound food.	94.00	96.00	2.1
Transport and disposal	Charged at cost to the Council			
Training				
Charges for training courses available on application to the Head of Environmental Health				
Pest Control				
Domestic Premises charges include materials and are also inclusive of VAT				
For Persons in Receipt of one or more of the following benefits the treatment is offered at a concession charge:-				
<ul style="list-style-type: none"> • Income-based Jobseeker's Allowance • Income-related Employment and Support Allowance • Income Support • Pension Credit (Guarantee) • Universal Credit (maximum award) 				
Fleas, Bed Bugs and unknown infestations	Visit and Quotation	14.00	14.50	3.6
All other insects (including wasps)		23.50	24.00	2.1
Rodents		29.50	30.00	1.7
Pest Control				
Domestic Premises charges include materials and are also inclusive of VAT				
Fleas, Bed Bugs and unknown infestations	Visit and Quotation	42.00	43.00	2.4
All other insects (including wasps)		70.00	72.00	2.9
Rodents		82.00	84.00	2.4
Pest Control				
Commercial Premises charges include materials and are also inclusive of VAT				
Rodents and insects	first 15 minutes	100.00	102.00	2.0
Rodents and insects	each additional 15 minutes or part thereof	23.50	24.00	2.1
CCTV				
Access to CCTV footage	Inclusive of VAT	111.00	114.00	2.7

Pollution Reduction – Environmental Protection Act 1990

Charges available on application to the Head of Environmental Health

Out of hours service charges based on actual cost to the Council

Local Authority Environmental Permit – Part B

LAPPC Charges for 2021/22 onwards not subject to VAT

Type of charge	Type of process	2021/22(onwards) Fee		
Application Fee	Standard process (includes solvent emission activities)	£1,650		
	Additional fee for operating without a permit	£1,188		
	PVRI, SWOBs and Dry Cleaners	£155		
	PVR I & II combined	£257		
	VRs and other Reduced Fee Activities	£362		
	Reduced fee activities: Additional fee for operating without a permit	£71		
	Mobile plant**	£1,650		
	for the third to seventh applications	£985		
	for the eighth and subsequent applications	£498		
	Where an application for any of the above is for a combined Part B and waste application, add an extra £310 to the above amounts			
Annual Subsistence Charge	Standard process Low	£778 (+£104)*		
	Standard process Medium	£1,161(+£156)*		
	Standard process High	£1,747 (+£207)*		
	PVRI, SWOBs and Dry Cleaners L/M/H	£79	£158	£237
	PVR I & II combined L/M/H	£113	£226	£341
	VRs and other Reduced Fees L/M/H	£228	£365	£548
	Mobile plant, for first and second permits L/M/H**	£626	£1,034	£1,551
	for the third to seventh permits L/M/H	£385	£617	£924
	eighth and subsequent permits L/M/H	£198	£316	£473
	Late payment Fee	£52		
	* The additional amounts in brackets must be charges where a permit is for a combined Part B and waste installation			
Where a Part B installation is subject to reporting under the E-PRTR Regulation add an extra £104 to the above amounts.				

Pollution Reduction – Environmental Protection Act 1990		
Charges available on application to the Head of Environmental Health		
Out of hours service charges based on actual cost to the Council		
Local Authority Environmental Permit – Part B		
LAPPC Charges for 2021/22 onwards not subject to VAT		
Type of charge	Type of process	2021/22(onwards) Fee
Transfer and Surrender	Standard process transfer	£169
	Standard process partial transfer	£497
	New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	£78
	Surrender: all Part B activities	£0
	Reduced fee activities: transfer	£0
	Reduced fee activities: partial transfer	£47
Temporary transfer for mobiles	First transfer	£53
	Repeat following enforcement or warning	£53
Substantial change	Standard process	£1,050
	Standard process where the substantial change results in a new PPC activity	£1,650
	Reduced fee activities	£102

** Not using simplified permits

Local Authority Environmental Permit – Part B				
LAPPC mobile plant charges for 2021/22 onwards (not using simplified permits) not subject to VAT				
Number of permits	Application fee 2021/22	Subsistence fee 2021/22		
		Low	Med	High
1	£1,650	£646	£1,034	£1,506
2	£1,650	£646	£1,034	£1,506
3	£985	£385	£617	£924
4	£985	£385	£617	£924
5	£985	£385	£617	£924
6	£985	£385	£617	£924
7	£985	£385	£617	£924
8 and over	£498	£198	£316	£473



WASTE COLLECTION AND DISPOSAL

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Domestic Bulky Waste				
The charges shown are currently not subject to VAT				
Single Item		50.00	51.00	2.0
Two Small Items		76.00	78.00	2.6
Half Load		116.00	119.00	2.6
Full Load		205.00	210.00	2.4
Trade Waste				
Trade waste charges for both residual and recycling are available on application to the Trade Waste team. Charges made for waste collected outside the borough of Fareham will be subject to standard rated VAT.				
Domestic Garden Waste Collection - Residents (not subject to VAT)				
240 litre (standard bin for individual houses)		41.00	42.00	2.4
240 litre 12 months subscription		68.00	70.00	2.9
140 litre (smaller bin for individual houses)		39.00	40.00	2.6
140 litre 12 months subscription		58.00	60.00	3.4
Change of bin size (up or down) Admin Fee		16.00	16.00	NIL
Domestic Waste and Recycling - Developers (inclusive of VAT)				
The charges shown are for new and replacement bins				
240 litre (standard bin for individual houses) Refuse / Recycling		58.00	60.00	3.4
340 litre (communal bin only permitted for flats) Refuse / Recycling		90.00	92.00	2.2
1100 litre (large communal bin only permitted for flats) Refuse		551.00	564.00	2.4
Domestic Waste and Recycling - Residents (not subject to VAT)				
The charges shown are for new and replacement bins				
240 litre (standard bin for individual houses) Refuse / Recycling		41.00	42.00	2.4
Change of bin size (up or down) Admin Fee		16.00	16.00	NIL



SPORTS AND LEISURE

Outdoor Sport and Recreation

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Sports Pitches, Facilities, Recreation Grounds and Open Spaces				
Football, Rugby and Hockey, casual games per match (inclusive of VAT) - (Note 1)				
Senior	Per match	111.00	114.00	2.7
Junior	Under 18	43.00	44.00	2.3
Mini Soccer	Per match	29.00	30.00	3.4
Mini Soccer	Per half day pitch	59.00	61.00	3.4
Training Sessions – 2 hours	Juniors half charge	63.00	65.00	3.2
Football Tournament (inclusive of VAT)				
Football Tournament	Per tournament	441.00	451.00	2.3
Cricket, casual games per match (inclusive of VAT) - (Note 1)				
Senior	Per match	113.00	116.00	2.7
Junior	Under 18	43.00	44.00	2.3
Evening games	Senior	95.00	97.00	2.1
Evening games	Junior	37.00	38.00	2.7
Tennis Courts – per court, per hour (inclusive of VAT) – (Note 2)				
Senior		13.90	14.20	2.2
Junior	Under 18	6.00	6.15	2.5
Notes				
1. Clubs not resident in Borough pay double casual rate.				
2. Tennis Clubs are required to make suitable arrangements for public use of courts outside the times required by clubs				

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Sports Pitches, Facilities, Recreation Grounds and Open Spaces				
Bowls – Seasonal Charges (inclusive of VAT) - (Note 1)				
Fareham Bowling Club	6 rinks & clubhouse	9,030.00	9,240.00	2.3
Crofton Community Association	6 rinks & clubhouse	9,030.00	9,240.00	2.3
Bowls – Fees - (Note 2)				
Green Fees		6.80	6.95	2.2
Hire of Woods		2.60	2.65	1.9
Hire of shoes	Not applicable at Portchester or Priory Park	2.60	2.65	1.9
Notes				
1. Public to have use of at least one rink at each green				
2. Retained by clubs. Max charge per player per hour				
Sports Pitches, Facilities, Recreation Grounds and Open Spaces				
Miscellaneous Charges (inclusive of VAT)				
Hire of council land for events	Note 1			
Charitable hiring	Note 2	124.00	127.00	2.4
Use of changing facilities		63.00	65.00	3.2
Rounders		107.00	109.00	1.9
Notes				
1. At a rate to be determined by the Director of Neighbourhoods on an individual basis proportionate to the estimated income derived from the event. This could include damage deposit.				
2. Charge can be waived at the discretion of the Director of Neighbourhoods.				

MISCELLANEOUS CHARGES

	Notes	Fee 2024/25 £	Fee 2025/26 £	% Increase
Letting of Council Chamber and Committee Rooms				
Collingwood Room	Per hour	100.00	100.00	NIL
Pulheim Room	Per hour	45.00	45.00	NIL
Vannes Room	Per hour	45.00	45.00	NIL
Council Chamber	Per Hour	160.00	165.00	3.1
Conference Room A and B (Floor 8)	Per Hour	30.00	30.00	NIL
Ground Floor Meeting Rooms	Per Hour	20.00	20.00	NIL
Notes				
<ol style="list-style-type: none"> Commercial Organisations only. The hourly charges for room hire below apply when the building is already in use for Council business and are currently exempt from VAT. Additional charges may be levied to recover the cost of preparing rooms, moving furniture, the use of equipment, etc. These charges would be subject to VAT. The following additional charges, to be added when the building is not being used for Council business, after 6.30 pm - per hour £70.00 plus VAT. 				
Printing and Copying				
Charges are available on application to the Assistant Chief Executive Officer.				
General Charges				
Responding to solicitors/consultants enquiries	Inclusive of VAT - Per Question	115.00	120.00	4.3
Responding to other detailed enquiries	At the discretion of the Direction of Planning and Regeneration			
Copies of Statutory Register		115.00	120.00	4.3
Attendance at court as a witness	Charge based on the cost to the Council			
Non-Electronic Communications				
The council reserves the right to levy an administration charge for communications by postal distribution rather than by email. The charge will be determined by the Head of Service for that service and will cover the additional time and costs incurred in communicating in that way.				